

# CITY OF CENTRAL POINT

*Oregon*

## Community Development Commission

Regular Meeting Minutes  
Thursday, June 11, 2020

### I. MEETING CALLED TO ORDER

### II. ROLL CALL

Attendee Name	Title	Status	Arrived
Hank Williams	Mayor	Present	
Tanea Browning	Ward IV	Present	
Neil Olsen	Ward I	Present	
Kelley Johnson	Ward II	Present	
Melody Thueson	Ward III	Present	
Michael Parsons	At Large	Present	
Rob Hernandez	At Large	Present	

Staff members present: City Manager Chris Clayton; Finance Director Steve Weber; Police Chief Kris Allison; Community Development Director Tom Humphrey; Information Technology Director Jason Richmond; and City Recorder Deanna Casey.

This was a virtual meeting via ZOOM. Council member Rob Hernandez lost connection around 6:45 pm. He drove to the Council Chambers to be present for the 7:00 pm Council meeting.

### III. APPROVAL OF MINUTES

- A. Community Development Commission - Regular Meeting - Jan 9, 2020 6:30 PM

**Kelley Johnson moved to approve the Minutes as presented.**

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelley Johnson, Ward II
<b>SECONDER:</b>	Michael Parsons, At Large
<b>AYES:</b>	Williams, Browning, Olsen, Johnson, Thueson, Parsons, Hernandez

### IV. DISCUSSION ITEMS

- A. Facade Improvement Application - Montgomery Meats(Presented by Humphrey)

Community Development Director Tom Humphrey stated that Montgomery Meats is considering the construction of a new fixed canopy in front of their N. 1<sup>st</sup> Street property. Staff asked if they would like to participate in the City's Façade Improvement Program. The Building Façade Grant program will cover 50% of the

qualifying expenses to a maximum of \$10,000. The program has sufficient funds to cover this and other grant applications this year.

The Commission has given the department authorization to approve most applications for the program. However this building is just outside the current boundaries. The current boundary line goes down the alley in back of the building. Staff is asking the council to reconsider the boundaries to include businesses on the west side of N. 1<sup>st</sup> Street from Pine Street to Laurel Street.

Commission members stated they are in favor of moving the boundary to N. 1st Street to allow for all businesses to qualify for the program allowing the Planning Department to approve when appropriate.

**Michael Parsons moved to authorize the Façade Improvement Application for Montgomery Meats and move the boundary for the City's Façade Improvement Program to include the businesses on the west side of N. 1<sup>st</sup> Street between Pine Street and Laurel Street.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Parsons, At Large
<b>SECONDER:</b>	Tanea Browning, Ward IV
<b>AYES:</b>	Williams, Browning, Olsen, Johnson, Thueson, Parsons, Hernandez

- B. Development Commission Resolution No. 2020-01, Adopting the Budget, Making Appropriations, and Declaring Tax Increment for Fiscal Year 2020-21(Presented by Weber)

Finance Director Steven Weber explained that the Development Commission Budget Committee met on April 9th to review the proposed budget. The budget was approved to move forward for Board of Directors formal adoption.

City Manager Chris Clayton explained that they have been working on available grants to be used to help businesses during this pandemic. One opportunity requires matching funds but they do not want to use the General Fund and are working on alternatives so that we can still help the businesses in Central Point recover from their recent closures. Staff is working on criteria and an application process that will be brought before the commission for approval. If we are able to receive any of the funds we may be returning to the Commission with a supplemental budget adjustment.

**Kelley Johnson moved to approve Resolution 2020-01 A Resolution Adopting the Budget, Making Appropriations, and Declaring Tax Increment.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelley Johnson, Ward II
<b>SECONDER:</b>	Michael Parsons, At Large
<b>AYES:</b>	Williams, Browning, Olsen, Johnson, Thueson, Parsons, Hernandez

**V. ADJOURNMENT**

**Tanea Browning moved to Adjourn.** Michael Parsons seconded and the meeting was adjourned at 6:55 p.m.

The foregoing minutes of the June 11, 2020. Development Commission meeting were approved by the Development Commission at its meeting of *August 13, 2020*.

Dated: *8/13/2020*

*Hank Williams*  
Chair Hank Williams

ATTEST:

*Deanna Casey*  
City Recorder